



Mitchell E. Daniels, Jr., Governor
James W. Payne, Director

Indiana Department of Child Services
Room W392 – MS47
402 W. Washington Street
Indianapolis, Indiana 46204-2739

317-232-4705
FAX: 317-232-4490

www.in.gov/dcs

Child Abuse and Neglect Hotline: 800-800-5556

June 20, 2008

To: Regional Managers
Directors, Local Offices, Department of Child Services

From: James W. Payne, Director
Angela Green, Deputy Director of Practice Support
MB Lippold, Deputy Director of Staff Development
Department of Child Services

Subject: Informal Adjustments (IAs)
DCS-08-05

The Indiana Department of Child Services (DCS) would like to thank you for your continued commitment to ensuring the safety of Indiana's children. In keeping with the value that "We believe every person has value, worth, and dignity," recent Legislative Changes have been enacted to enhance the service we provide to children and their families.

This administrative letter outlines the changes regarding Informal Adjustments (IAs). Below is a summary of the changes that apply to Child in Need of Services (CHINS) and Probation cases.

Effective July 1, 2008, the duration of an IA will be no longer than six (6) months. An extension may be requested for no longer than three (3) months. If additional time is needed to complete the original IA, DCS will file a Five (5) Month Report with the court and seek approval of a three (3) month extension. If the extension is approved, DCS will file an Eight (8) Month Report on the IA regarding the compliance status.

In addition, if the court does not approve or deny the IA or set a hearing within ten (10) business days of filing, the IA is deemed approved. If the hearing is set within ten (10) business days but not held and action is not taken to approve or deny the IA within thirty (30) business days of submission to the court, the IA is deemed approved. If the court denies an IA, it must state its reasons for the denial. The following policy has been updated to reflect this change: 5.9- Informal Adjustment (IA).



Protecting our children, families and future

If you have any questions regarding this change please address them to the DCS policy mailbox.

Sincerely,

James W. Payne, Director
Department of Child Services



Protecting our children, families and future